

Appendix 1 - Audit Plan Monitoring 2017-18

	Directorate	Plan Days	Status	Fieldwork started	Report issued to Management	Finalised	Opinion: Level of Assurance	High Priority Recs	Medium Priority Recs	Low Priority Recs
Quarter 1 and 2										
Cyber security	Resources	16	Final report	n	n	n	Substantial	0	1	0
Health & Safety - Lone Working	Resources	10	Final report	n	n	n	Substantial	0	3	0
Health & Safety - Fire Risk Assessments	Communities	10	Final report	n	n	n	Moderate	0	2	0
House building	Communities	10	Final report	n	n	n	Substantial	0	4	0
Planning Applications	Governance	5	Final report	n	n	n	Substantial	0	0	0
Local Plan - Staff Resources	Neighbourhoods	5	Final report	n	n	n	Substantial	0	0	0
Community Safety - joint working	Communities	10	Draft report	n	n		Substantial	0	0	1
Income - Fleet Operations	Neighbourhoods	12	Draft report	n	n		Substantial	0	0	0
Planned maintenance and major works	Communities	12	In Progress	n						
Income - card payments	Resources	15	ToR issued							
Asset Management strategy	Neighbourhoods	10	Scoping							
Quarter 3										
Commercial property - service charges	Neighbourhoods	12	Scoping							
Payroll inc new HR/payroll system	Key Financial Control	14	Scoping							
Accounting system/General Ledger	Key Financial Control	10	Scoping							
Debtors	Key Financial Control	12	Scoping							
Capital projects programme	Resources	14	Scoping							
Contract register	Resources	15	Scoping							
Housing Benefits	Key Financial Control	10								
Safeguarding	Communities	10								
North Weald Airfield - establishment audit	Neighbourhoods	12								
Governance: St John's Road	Neighbourhoods	10								
Quarter 4										
Business Continuity Planning	Neighbourhoods	10								
Leisure management contract	Neighbourhoods	12								
Anti Social Behaviour	Communities	12								
Agency staff	Resources	12								
HR absence management	Resources	12								

Equality Impact Assessments	Chief Executive	12									
Complaints	Chief Executive	10									
Additional audits											
Health & Safety - Townmead Depot follow up	Neighbourhoods	5	Final Report	n	n	n	n/a	1	0	0	
								1	10	1	

ToR = Terms of Reference